

CITY OF BEXLEY UNIFIED PLANNING APPLICATION

Application Cover Sheet: Basic Project Information & Certification

Purpose of Application (check all that apply):

- Architectural Review Conditional Use Demolition Planned Unit Dev. Rezoning Landscape Review Special Permit

Property & Project Information:

Property Address:

Brief Project Description:

Applicant Information:

Applicant Name:

Applicant Address: , ,

Applicant Email & Phone:

Property Owner Information:

Owner Name:

Owner Address: , ,

Owner Email & Phone:

Attorney/Agent Information:

Agent Name:

Agent Address: , ,

Agent Email & Phone:

- Completed Worksheets: Project Worksheet (Sheet A) Architectural Review (Sheet B) Tree Commission (Sheet D)

Signatures:

The attached application package is complete and accurate to the best of my knowledge. I understand that the City staff review of this application is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided by me/my firm/etc. may delay review.

Applicant Signature: Date:

Owner Signature: Date:

Agent Signature: Date:

Internal Use:

Application #: Board Referrals: ARB BZAP City Council Tree Commission

Staff Signature: Date:

Application Cover Sheet: Review Fee Worksheet

Estimated Valuation of Project: \$ 25,000.00

Minor Architectural Review (Ex. Roof, window, siding)

Based upon the valuation of the project: - \$50.00 for 1st \$10,000 valuation \$
 - \$5.00 for each additional \$10,000 valuation. \$

Major Architectural Review (Ex. New Construction, Additions, Garages, Decks, Pergola)

Based upon the valuation of the project: - \$90.00 for the 1st \$10,000 valuation \$
 - \$5.00 for each additional \$10,000 valuation \$
 - \$600.00 cap \$
 - \$50.00 resubmittal fee \$

Variance Review

Single Family: \$100.00 \$
 Commercial Property: \$100.00 \$
 Fences or Special Permits: \$65.00 \$
 All others: \$90.00 \$ 90.00

Zoning Fees

Rezoning: - \$250.00 up to 1 acre site \$
 - \$60.00 for each additional acre (or part thereof) \$
 Requests for amendment to PUD Plans: \$300.00 \$
 Split of lot or existing parcel: \$250.00 \$
 Replatting or new plat: \$250.00 \$

Sign Review and Architectural Review for Commercial Properties

Project Value	Fee	\$
\$0 to \$5,000	\$100.00	<input type="text"/>
\$5,001 to \$25,000	\$200.00	<input type="text"/>
\$25,001 to \$75,000	\$250.00	<input type="text"/>
\$75,001 to \$200,000	\$600.00	<input type="text"/>
\$200,001 to \$750,000	\$1,000.00	<input type="text"/>
Over \$750,000	\$350.00	<input type="text"/>

Fences and walls: \$65.00 \$
 Special Permit, Conditional Uses and All others: \$90.00 \$
 Re-submittal Fee: \$50.00 \$

Appeals

Appeal of ARB decision to BZAP: \$50.00 \$
 Appeal of BZAP decision to City Council: \$250.00 \$

Fee Total: \$



CITY OF BEXLEY UNIFIED PLANNING APPLICATION

Instructions: Application Requirements by Application Type

Requirements:	New Construction	Addition	Demolition	Windows, Doors, Deck, Pergola, Etc.	Rezoning	Conditional Use or Special Permit	Variance
Worksheet A: Cover Sheet & Fee Calculation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet B: Project Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet C: Architectural Review Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet D: Tree Commission Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet E: Variance Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet F: Fence Variance Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet G: Demolition Worksheet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Worksheet H: Rezoning Worksheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Worksheet I: Conditional Use Worksheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Worksheet J: Home Occupation Worksheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Floor Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Exterior Elevations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Architectural Details	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Landscape Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Photographs of Property	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



= Required



= May Be Required



= Not Required

PLEASE NOTE: Incomplete information may result in the rejection of this submittal. Applications must be submitted by appointment. Please call 614-559-4240 to schedule.



CITY OF BEXLEY UNIFIED PLANNING APPLICATION

Instructions: Detailed Application Requirements

The application package must consist of one (1) complete printed set of all items listed below, as well as a single full-color PDF document with a complete set, in order of the checklist, of all the items listed below, as well as any additional documentation required in the Microsoft Word format. All requested documents must be submitted via the City's Plan Application Upload portal:

www.bexley.org/plans.

Document Submittal and Naming Requirements:

Documents submitted to the upload portal at www.bexley.org/plans must be consolidated into a zip file which must be named using the following naming methodology:

[Year]-[Month]-[Day] [Application #] [Street #] [Street Direction - if applicable] [Street Name] [Project name - if applicable]
ex.: "2015-12-01 ARB-15-24 2242 East Main Bexley City Hall"

Requirements by Exhibit Type:

Architectural Details

Architectural details drawn to scale of non-typical design elements. Plans shall be provided in a vector-based electronic format designed to print at a 2' x 3' original scale.

File Type:
PDF

Architectural Plan

The plans must be drawn to Engineer's scale and provide applicable information as itemized on the Zoning Review Checklist Form. Plans shall be provided in a vector-based electronic format designed to print at a 2' x 3' original scale.

File Type:
PDF

Exterior Elevations

Exterior elevation drawings, to scale, designating and differentiating existing construction from proposed construction. Elevation drawings shall include indications of exterior materials, door and window styles, and notes as required to clearly communicate the concept of the design. Plans shall be provided in a vector-based electronic format designed to print at a 2' x 3' original scale.

File Type:
PDF

Floor Plan

A floor plan, to scale, designating and differentiating existing construction from proposed construction. Plans shall include overall dimensions and notes, as required to clearly communicate the concept of the design. Plans shall be provided in a vector-based electronic format designed to print at a 2' x 3' original scale.

File Type:
PDF

Landscape Plan

Landscape architectural plans, to scale, indicating all proposed plantings, botanical & common names, species and size of plants (see Tree Commission Worksheet D for complete requirements).

File Type:
PDF

Photographs

Photographs to be provided of all sides of all structures on the property, as well as relevant site photographs. Photographs shall be provided as uncompressed JPEG files with a minimum width dimension of 1,000 pixels.

File Type:
JPEG

Site Plan

The site plan must be drawn to Engineer's scale and provide applicable information as itemized on the Zoning Review Checklist Form. Site plans shall be provided in a vector-based electronic format designed to print at a 2' x 3' original scale.

File Type:
PDF

PLEASE NOTE: Incomplete information may result in the rejection of this submittal.
If you have questions, please contact Kathy Rose at (614) 559-4200.

Project Worksheet

Residential Commercial

Property Address: **400 N. Columbia Ave**

Zoning District: **R-2**

- R-1 (25% Building & 40% Overall)
- R-2 (25% Building & 50% Overall)
- R-3 (25% Building & 50% Overall)
- R-6 (35% Building & 60% Overall)
- R-12 (35% Building & 70% Overall)
- Other:

** Overall coverage includes hardscape*

Lot Info: Width (ft.): **90** Depth (ft.): **250** Total Area (SF): **22,500**

Primary Structure Info:

Existing Footprint (SF):	3494	
Proposed Addition (SF):	N/A	
Removing (SF):	N/A	(Type of Structure): Main House
Proposed new primary structure or residence (SF):	N/A	
Total Square Footage:	3494	

Garage and/or Accessory Structure Info (Incl. Decks, Pergolas, etc):

Existing Footprint (SF):	906	New Structure Type:	<input type="text"/>
Proposed Addition (SF):	N/A	Ridge Height:	<input type="text"/>
Proposed New Structure (SF):	N/A	Is there a 2nd floor?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total of all garage and accessory structures (SF):	906	2nd Floor SF:	<input type="text"/>
Total building lot coverage (SF):	4400	=	20 % of lot
Is this replacing an existing garage and/or accessory structure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Hardscape: **Pre**-Existing Driveway (SF): **3850** Existing Patio (SF): Existing Private Sidewalk (SF):

Proposed Additional Hardscape (SF): **550**

Total Hardscape (SF): **3300**

Totals: Total overall lot coverage (SF): **7700** = **34** % of lot

Applicant Initial: **J**

Internal Use:	Staff Review Date: <input type="text"/>	<input type="checkbox"/> Meets Zoning	<input type="checkbox"/> ARB Only	<input type="checkbox"/> Variance or Modifications Needed
Staff Comments:	<input style="width: 100%;" type="text"/>			Staff Initial: <input style="width: 50px;" type="text"/>

Architectural Review Worksheet

Design changes involving window, siding, roof replacement projects, detached garages, accessory structure, and deck construction may be reviewed and approved by the Design Consultant and/or Zoning officer, if it meets all zoning code requirements and maintenance improvements conforming to the "SPECIFIC STANDARDS" in the Residential Review District Residential Design Guidelines. It may be directed to the Architectural Review Board or Board of Zoning and Planning for review and/or approval, if required by staff. Design approval is required in order to obtain a Building Permit. Work performed prior to an approval is subject to triple fees.

Please provide photos of the existing structure with this form

Please indicate the existing materials and the proposed changes of exterior materials to be used in the completion of your design project. Check all that apply in each category below:

Roofing House or Principal Structure Garage Only House & Garage

Existing Roof Type: Slate Clay Tile Wood Shake Std. 3-tab Asphalt Shingle
 Arch. Dimensional Shingles EPDM Rubber TPO Rubber Metal

New Roof Type: Slate Clay Tile Wood Shake Std. 3-tab Asphalt Shingle
 Arch. Dimensional Shingles EPDM Rubber TPO Rubber Metal

New Shingle Manufacturer:

New Roof Style & Color:

Windows House or Principal Structure Garage Only House & Garage

Existing Window Type: Casement Fixed Exterior Storm Other:
 Double Hung Awning Horizontal Sliding

Existing Window Materials: Aluminum Clad Wood Wood Metal
 Vinyl Clad Wood Aluminum Other:

New Window Manufacturer:

New Window Style/Mat./Color:

Doors House or Principal Structure Garage Only House & Garage

Existing Entrance Door Type: Wood Insulated Metal Fiberglass Sidelights Transom Windows

Existing Garage Door Type: Wood Insulated Metal Fiberglass

Door Finish: Stained Painted

Proposed Door Type: Style: Color:

Exterior Trim

Existing Door Trim: Cedar Redwood Pine Std. Lumber Profile
 Wood Composite Aluminum Clad Molding Vinyl Other:

Proposed New Door Trim:

Existing Window Trim: Wood Redwood Pine Std. Lumber Profile
 Vinyl Other:

Proposed New Window Trim: Trim Color(s):

Do the Proposed Changes Affect the Overhangs? Yes No

Architectural Review Worksheet (Continued)

Exterior Wall Finishes

Existing	Proposed	Type:	Manufacturer, Style, Color:
<input type="checkbox"/>	<input type="checkbox"/>	Natural Stone	
<input type="checkbox"/>	<input type="checkbox"/>	Cultured Stone	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brick	
<input type="checkbox"/>	<input type="checkbox"/>	Mortar	
<input type="checkbox"/>	<input type="checkbox"/>	Stucco	
<input type="checkbox"/>	<input type="checkbox"/>	Wood Shingle	
<input type="checkbox"/>	<input type="checkbox"/>	Wood Siding	
<input type="checkbox"/>	<input type="checkbox"/>	Vinyl Siding	
<input type="checkbox"/>	<input type="checkbox"/>	Aluminum Siding	
<input type="checkbox"/>	<input type="checkbox"/>	Other	

Staff Confirmation (to be completed by Residential Design Consultant):

Date of Review:

Approved By:

To be reviewed by ARB on:

Conditions/Stipulations:

Staff Initials:

Tree & Public Gardens Commission Worksheet

City Right-of-Way Landscape

Commercial Landscape

New Build

Property Address:

400 N. Columbia Ave

Landscape Architect/Designer:

IMPLEMENT - Jason Kentno

Architect/Designer Phone:

614-558-6742

Architect/Designer E-mail:

jason@implement-studio.net

Project Description:

New planting beds w/ native grasses and shrubs,
 remove/reduce paving of existing drive
 Plant 2 shade/canopy trees

Review Guidelines and List of Criteria:



1. Project Description

Design concept to include: brief narrative describing the area to be designed/changed; relevance/significance to the community; general impact and effect on community; procedures to implement plan. Description on sheet A.1 of Unified Planning Application is sufficient.



2. Research:

Provide significant examples (articles, visuals, etc.) relating to the project, if applicable.



3. Design Documentation Drawings

Design Plan to Include:

- Existing conditions photographs
- Site plan or location plan to illustrate context
- Schematic plan drawing(s) to scale with a north directional arrow and bar scale. Sections and details as necessary for project clarity
- Elevations of all the landscape orientations (north, south, east, west), perspectives, isometrics, axonometric renderings, and/or detailed model of design
- Existing City trees indicated on plan. Provide Tree Protection Plan for City trees if applicable.
- Proposed vegetation indicated on plan. Include botanical and common names, quantity, and installation size on plan

4. Recommended information for Project Understanding:

- Irrigation and maintenance plans (may be required for commercial projects)
- Hardscape layout and materials
- Lighting locations and specifications
- Fixtures, furniture and equipment
- Accessories
- Buildings
- Other

All documentation should be clear, precise and complete. Package must be presented to the Commission two weeks prior to presentation. Tree Commissions meetings held on the third Wednesday of each month at 4:00 pm at Bexley City Hall. Recess in August.

Applicant Initial:

JK

Staff Confirmation:

In order to add review of your project to the agenda, staff must verify that the following items have been submitted along with the application:

Design plan with elevations (electronic copy as specified in instructions plus 1 hard copy)

Design Specifications as required in item 3 in "Review Guidelines and List of Criteria" above

Applicant has been advised that Landscape Designer/Architect must be present at meeting

Staff Initial:

Variance Worksheet

Variance requests will be heard by the Bexley Board of Zoning and Planning. Variances are based upon a legal determination of whether the request meets the variance criteria specified by Bexley City Code.

Variance criteria are outlined below in question format. Please provide your narrative response to the variance questions.

Description of the Proposed Variance

Please provide a thorough description of the variance being sought, and the reason why.

Request a variance on width of drive, standard of 12' due to pre-existing condition (circular drive) that was non-conforming. Our project has reduced overall paved area but still results in a drive width that is non-conforming.

Variance Question 1

Does the property in question require a variance in order to yield a reasonable return? Can there be any beneficial use of the property without the variance? Please describe.

Given the extent of existing paving (circular drive) we have already reduced paving but to rebuild the extent of drive to a conforming condition would be extremely costly (by comparison) and would eliminate functional back-out/turn space from the covered carport.

Variance Question 2

Is the variance substantial? Please describe.

We see the variance as minimal based on drive overlay diagram which shows minimal additional paving outside what is needed for functional drive. The as-built condition is also seen in numerous area properties.

Variance Question 3

Would the essential character of the neighborhood be substantially altered or would adjoining properties suffer a substantial detriment as a result of the variance? Please describe.

We do not see this variance as a detriment to area because of its association with the architectural style of home and fact that similar/same conditions are numerous in the immediate area.

Variance Worksheet (Continued)

Variance requests will be heard by the Bexley Board of Zoning and Planning. Variances are based upon a legal determination of whether the request meets the variance criteria specified by Bexley City Code.

Variance criteria are outlined below in question format. Please provide your narrative response to the variance questions.

Variance Question 4

Would the variance adversely affect the delivery of governmental services (e.g., water, sewer, garbage)? Please describe.

No, we see no issue with this factor.

Variance Question 5

Did the property owner purchase the property with knowledge of the zoning restriction? Please describe.

Since purchasing property homeowner has significantly reduced overall hardscape (pool removal and drive realignment) but was only aware of lot-coverage standard and not drive width standard.

Variance Question 6

Can the property owner's predicament feasibly be obviated through some method other than a variance? Please describe.

We have included a plan to further reduce area of hardscape but this would be at additional cost to client.

Variance Question 7

Is the spirit and intent behind the zoning requirement observed and is substantial justice done by granting the variance? Please describe.

The as-built condition has reduced the overall presence of drive by reducing paving overall and adding significant new planting in the spirit and character of zoning intent.